

Revised
September
2014

SPECIAL URGENCY

Indicate work done under regulation 18(1)(a)

A	Such steps as may be appropriate to intimate an intention to oppose proceedings.	O	Opposing a freeing order for adoption or an application by a local authority for a parental responsibilities order under section 86 of the 1995 Act.
B	Such steps as may be appropriate to state the basis upon which proceedings are opposed.	Q	Appearing at a Child Welfare Hearing which has been fixed under rule 33.22A of the Ordinary Cause Rules 1993.
C	Such steps as may be appropriate to reponer or otherwise recall a decree in absence.	R	Obtaining warrant for inhibition on the dependence or arrestment on the dependence, including (where not already done) initiating proceedings containing an application for such warrant, and taking steps to have the warrant executed.
D	Moving to sist further procedure or opposing the recall of a sist.	S	Initiating proceedings for suspension or suspension and interdict.
E	Moving to prorogate the time for compliance with any order or rule.	T	Initiating or opposing appellate proceedings other than such proceedings in the House of Lords or the Judicial Committee of the Privy Council
F	Moving or opposing a motion for discharge of any diet.	U	Initiating such proceedings as are necessary to enable an application to be made for interim liberation in an immigration matter.
G	Moving for or opposing decree by default.	V	Initiating an application to the Court of Session which is certified by the Scottish Ministers to be a Convention application as defined in regulation 45.
H	Moving for or opposing a motion for summary decree.	W	Initiating an application to the Court of Session for review of a decision of the Asylum and Immigration Tribunal under section 103A of the Nationality, Immigration and Asylum Act 2002.
I	Initiating proceedings to avoid time-bar.		
K	Opposing interim orders of any kind.		
L	Moving for or opposing an exclusion order.		
M	Moving for or opposing a power of arrest.		

NATURE OF THE CASE WHICH APPLICANT IS SEEKING LEGAL AID FOR

FAMILY / MATRIMONIAL / INTERDICT

ADO	Adoption	INTNM	Interdict non-molestation
ALI	Aliment	INTRF	Interdict against removal of furnishings and plenishings
APSPF	Appeal Sheriff Principal – family	INTF	Interdict – family other
BOIF	Breach of interdict – family	MHA	Orders under Matrimonial Homes (Scotland) Act
CAPSM	Capital sum	NHOF	Non-harassment order family
CHAG	Hague Convention application	PARRR	Parental rights and responsibilities order – section 11 Children (Scotland) Act 1995
CONV	Other Convention application	PASA	Protection from Abuse (Scotland) Act 2001
CONT	Contact	PENSS	Pension splitting order
CSEO	Child Support Agency enforcement orders	PERAL	Periodical allowance
DECMA	Declarator of marriage	PERO	Permanency Order
DECNP	Declarator of non-parentage	POA	Power of arrest
DECNU	Declarator of nullity (marriage)	PRO	Parental responsibilities order – section 86 Children (Scotland) Act 1995
DECPR	Declarator of parentage/paternity	RENF	Reciprocal enforcement
DEL	Delivery	RES	Residence
DISCP	Dissolution of civil partnership	SEP	Separation
DIVAD	Divorce – adultery	SETMA	Setting aside minute of agreement
DIVON	Divorce – one year separation	SPEIO	Specific issue order
DIVTW	Divorce – two year separation	TRAPM	Transfer of property – matrimonial home
DIVUN	Divorce – unreasonable behaviour	TRAPO	Transfer of property – other
		TRATN	Transfer of tenancy
DIVGR	Divorce – interim gender recognition certificate	VAR	Variation
DPPAR	Deprivation of parental rights and responsibilities		
DSAL	Division and sale		
EJEC	Summary ejection		
EXCL	Exclusion order		
FAOB	Minute for failure to obtemper		
FLA	Orders under Family Law (Scotland) Act		
FREA	Freeing for adoption		
INTAL	Interim aliment		
INTAR	Interdict against removal of child/children		
INTDA	Interdict against disposal of assets		

REPARATION / DAMAGES PROCEEDINGS

BOC	Breach of contract	REPH	Reparation – housing disrepair
MEDNE	Reparation – medical negligence	REPO	Reparation – other/damages
REP	Reparation – personal injury	REPPN	Reparation – professional negligence (non-medical)
REPD	Reparation – Disability Discrimination Act		

DEBT / PAYMENT PROCEEDINGS

ADJUC	Adjudication	MULPG	Multiple poiding
CIVIM	Civil imprisonment	PAY	Payment
CREPA	Count/reckoning/payment	RECOM	Recompense
DBT	Debt	RESTT	Restitution
DELGD	Delivery of goods	SEQ	Sequestration
FORTH	Furthcoming	UNEN	Unjustified enrichment

HOUSING

HDREP	Housing disrepair – non-reparation	RHPRA	Recovery of heritable property – rent arrears
MRAM	Mortgage Rights (Scotland) Act 2001 – minute	RHP	Recovery of heritable property – other
HODPD	Home owners and debtor protection – defence	HODPM	Home owners and debtor protection - minute
MRAR	Mortgage Rights (Scotland) – repossession		

APPEALS

APPL	Appeal	CGA	Civic Government (Scotland) Act
APPSP	Appeal to Sheriff Principal	COMAP	Appeals to Social Security Commissioner
APPIH	Appeal to the Inner House	COMCS	Appeals to the Child Support Commissioner
UKSC	United Kingdom Supreme Court (non family)	EMAP	Employment Appeal Tribunal
UKSCF	United Kingdom Supreme Court (family)	POAC	Proscribed Organisations Appeal Commission

OTHER PROCEEDINGS

AISA	Adults with Incapacity (Scotland) Act 2000	JR	Judicial review
AISAW	Adults with Incapacity with a welfare or welfare and financial component	JRASB	Judicial review against the Scottish Legal Aid Board
AJA	Administration of Justice Act	JRH	Judicial review – housing/homelessness
ASBO	Anti-social behaviour orders – defence	JRIM	Judicial review – immigration proceedings
BOI	Breach of interdict	JRSM	Judicial review – against Scottish Ministers
DDA	Disability Discrimination Act – relation action non-reparation	LIC	Licensing Act
DEC	Declarator	MEN	Mental Health Act
DEFAM	Defamation	PCRIM	Proceeds of crime – civil recovery
DISCM	Discrimination – other	PETOT	Petitions (other than for judicial review)
EDUC	Education (Scotland) Act	REDUC	Reduction
EXE	Executry	SPEIM	Specific implement
FAI	Fatal Accident Inquiry	SOPO	Sexual offences prevention orders under the Sexual Offences Act 2003
FORF	Forfeiture	SRI	Statutory review – immigration
INTND	Interdict – neighbour disputes	SUSIT	Suspension & Interdict
INTNF	Interdict – other non-family	OTH	Other Civil